

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814  
(916) 322-5802



September 5, 1980

ALL-COUNTY INFORMATION NOTICE I-97-80

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: CWD SALARY AND BENEFIT STATEMENT FISCAL YEAR 1980/81

REFERENCE:

The Department of Social Services is transmitting the FY 1980/81 CWD Salary and Benefit Statement (DFA 442). In order to adjust allocations for eligibility and nonservice which reflect FY 1980/81 salary and benefit cost-of-living increases, the attached statement must be completed as soon as actual information is available.


In an attempt to refine this process further, we have revised the DFA 442. Furthermore, for your convenience, an instruction sheet has been prepared to facilitate ease in completion of the form.

In accordance with the Budget Act of 1980, Item 313, Chapter 510, Statutes of 1980, the Department of Social Services must report and explain to the Legislature and Department of Finance, cost-of-living increases reimbursed to each county in excess of nine percent for the 1980/81 fiscal year for eligibility and nonservices staff. This should not be interpreted as a limitation on cost-of-living increases granted by the counties.

In accordance with Chapter 510, Item 312 for the same Budget Act, federal and state funds are not to be used to provide cost-of-living increases to county employees performing social services in excess of a 9 percent annual average. Further information on this limitation will be included in a later All-County Letter.

If you have any questions regarding the eligibility and nonservices portion, please contact Rosa Castellanos of the County Administrative Expense Control Bureau at (916) 322-5802. Any further questions concerning the social services portion should be directed to the monitoring staff of the County Fiscal Administration Bureau at (916) 445-7046.

Sincerely,

  
CLAUDE E. FINN  
Deputy Director

Attachment

CWD SALARY AND BENEFIT STATEMENT -  
FISCAL YEAR 1980/81

County \_\_\_\_\_  
Contact \_\_\_\_\_  
Title \_\_\_\_\_  
Telephone \_\_\_\_\_

I. FY 1980/81 Average Cost-of-Living Salary Increase

SALARY POOLS	(1) PERCENTAGE CHANGE FY 80/81 TO FY 79/80	(2) EFFECTIVE DATE
a. Eligibility and Nonservices.	_____ %	____/____/____
b. Clerical Support. . . . .	_____ %	____/____/____
c. Administrative Support. . .	_____ %	____/____/____
d. Social Services. . . . .	_____ %	____/____/____

II. FY 1979/80 and FY 1980/81 Average Benefits Paid by County

BENEFITS CONTRIBUTION	AVERAGE CWD RATE			EFFECTIVE DATE	
	(1) FY 1979/80	(2) FY 1980/81	(3) NET RATE (Col. 2 - 1)	(4) FY 1979/80	(5) FY 1980/81
a. OASDI. . . . .	_____ %	_____ %	_____ %	____/____/____	____/____/____
b. Retirement. . . . .	_____ %	_____ %	_____ %	____/____/____	____/____/____
c. Health Insurance . . . . .	_____ %	_____ %	_____ %	____/____/____	____/____/____
d. Life Insurance . . . . .	_____ %	_____ %	_____ %	____/____/____	____/____/____
e. State Compensation . . . . .	_____ %	_____ %	_____ %	____/____/____	____/____/____
f. Other: (specify)					
_____	_____ %	_____ %	_____ %	____/____/____	____/____/____
_____	_____ %	_____ %	_____ %	____/____/____	____/____/____
g. TOTAL RATE. . . . .	_____ %	_____ %	_____ %	____/____/____	____/____/____

III. FY 1980/81 Average Cost-of-Living Salary and Benefit Increase

TOTAL SALARIES AND BENEFITS	(1) FY 1980/81 PERCENTAGE CHANGE
a. Eligibility and Nonservices.	_____ %
b. Clerical Support. . . . .	_____ %
c. Administrative Support. . .	_____ %
d. Social Services. . . . .	_____ %

RETURN TO:

County Administrative Expense Control  
Department of Social Services  
744 P Street, Mail Station 11-90  
Sacramento, California 95814

**IV. FY 1980/81 Cost-of-Living Salary Increase Granted by the County Board of Supervisors**

<b>COST OF LIVING</b>	<b>(1) PERCENTAGE GRANTED FY 80/81</b>	<b>(2) EFFECTIVE DATE</b>
a. Eligibility and Nonservices.	_____ %	____/____/____
b. Clerical Support. . . . .	_____ %	____/____/____
c. Administrative Support. . .	_____ %	____/____/____
d. Social Services. . . . .	_____ %	____/____/____

**V. Provide explanation of any cost category within Section I. receiving cost-of-living increases in excess of 9.00 percent. Also provide an explanation of any differences in percentage reported between Section I. and Section IV.**

a. Eligibility and Nonservices:

b. Clerical Support:

c. Administrative Support:

d. Social Services:

*I hereby certify that the figures reported herein represent actual employee benefit rates or salary increases as reflected in this county's final budget for FY 1980/81.*

\_\_\_\_\_  
DATE SIGNATURE OF COUNTY WELFARE DIRECTOR

\_\_\_\_\_  
DATE SIGNATURE OF COUNTY AUDITOR

INSTRUCTIONS FOR USE OF THE CWD SALARY AND BENEFIT STATEMENT  
DFA 442 - FISCAL YEAR 1980/81

Supply data in Sections I through IV in decimal fraction amounts carried out two places, (example: 6.67%). If there is an item that is not applicable, enter "N/A". All data must be based on actual amounts granted and not estimated increases. Please maintain detailed back-up information on the data submitted to facilitate verification, if needed.

Section I - FY 1980/81 Average Cost-of-Living Salary Increase

- Column 1 equals projected FY 1980/81 Salary Pool ÷ FY 1979/80 Salary Pool. These percentage increases should be based on the respective salary pools classifications, excluding benefits. For purposes of year to year comparison, please use the same total number of employees for each year.
- Column 2 is the effective date of FY 1980/81 salary increases.

Section II - FY 1979/80 and FY 1980/81 Average Benefits Paid by County

- Column 1 equals FY 1979/80 Total Paid Contributions ÷ FY 1979/80 Salaries.
- Column 2 equals Projected FY 1980/81 Total Paid Contributions ÷ Projected FY 1980/81 Salaries.
- Column 3 equals Net Benefit Rate Difference or Column 2 minus Column 1. Total rate, item g must equal the sum of items a through f.
- Column 4 is the effective date of FY 1979/80 benefits.
- Column 5 is the effective date of FY 1980/81 benefits.

Section III - FY 1980/81 Average Cost-of-Living Salary and Benefit Increase

- Section III combines the Salary Increases from Section I with the Total Net Benefit Rate increases from Section II to derive the Average cost-of-living increases.
- Column 1 equals Section I Salary Increase, by classification, plus Section II Total Net Benefit Rate.

Example: Section I, Column 1, item a "Eligibility and Nonservices"	6.67%
+Section II, Column 3, item g "Total Benefit Net Rate"	3.27%
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=Section III, Column 1, item a "FY 1980/81 Percentage Change"	9.94%

- Note: Total Net Benefit Rate remains constant for this calculation.

Section IV - FY 1980/81 Cost-of-Living Salary Increase Granted by the County Board of Supervisors

- Column 1 enter salary increase amount granted by the county board of supervisors. If a given area (i.e., clerical) had different cost-of-livings granted, use a weighted average.
- Column 2 is the effective date of FY 1980/81 salary increases.

Section V - Provide Explanation of Any Classification Within Section I Receiving Cost-of-Living Increases in Excess of 9.00 Percent. Also, Provide an Explanation of Any Differences in Percentage Reported Between Section I and Section IV.

- Use this section to provide detailed information for salary cost-of-living increases in excess of 9.00 percent. Note: To be used for reporting purposes only.
- Salary pool increases may differ from the amount granted by the board of supervisors due to merit salary adjustments, unfilled vacancies, special one-time salary adjustments, etc. Provide rationale to explain the differences within each salary pool classifications between Section I and Section IV.